

CARMEL PARTIAL SPECIAL CENSUS FAQs

This summer the U.S. Census Bureau will conduct a partial special census in Carmel.

Why a special census?

Carmel is growing, and a documented increase in population will lead to a greater share of state revenue. This will be a partial special census, with enumeration taking place only in those areas where growth has been documented.

When will Carmel's special census take place?

The best estimate right now is that the actual enumeration will take place in July and August. The exact date is dependent on some factors over which Carmel has no control, but Carmel must recruit an adequate number of census workers before the process can begin.

What are the job duties?

Census takers (enumerators) will locate and visit specified households, update addresses and collect a few facts about each member of the household such as name, age and relationship to householder. There will also be need for a few supervisors and clerical workers.

What are the qualifications for the job?

Minimum age of 18

U.S. citizenship

For positions that require driving, a valid driver's license and access to a vehicle

Not employed in law enforcement

What are the work hours?

Applicants must be able to work days, evening and weekends. Since many people are not home during the day, enumerators will have work evenings and weekends, usually no later than 9:00 p.m. Enumerators will generally have flexibility to choose which hours to work during productive time periods. All employees are expected to work a minimum of 25 hours each week and a maximum of 40 hours. Overtime is not required or authorized. Jobs will last anywhere from 2 to 8 weeks (3-5 weeks on average). Employees are expected to work for the duration of their assignment.

How much will census workers be paid?

Enumerators (majority of positions).....	\$13.74 per hour
Crew Leaders	\$15.24 per hour
Clerical Workers	\$10.74 per hour

How do I apply for a census job?

An application can be picked up at City Hall or on the City of Carmel's Website:

www.carmel.in.gov Please return completed application to the Human Resource Department at One Civic Square, Carmel, IN 46032.

What else do applicants have to do before they can be hired?

Pass a written test for general knowledge and basic skills.

Pass an FBI background check.

Will census employees receive training?

All those selected for an assignment will be trained in the use of census forms and census techniques such as interviewing and map reading. Training time will be paid.